

MINUTES OF THE MISSION FINANCE & ADMINISTRATION COMMITTEE

March 6, 2018

The Mission Finance & Administration Committee met at Mission City Hall, Wednesday, March 6, 2019 at 7:35 p.m. The following committee members were present: Pat Quinn, Hillary Thomas, Arcie Rothrock, Nick Schlossmacher, Debbie Kring, Kristin Inman, Ken Davis and Sollie Flora. Mayor Appletoft was also present. Councilmember Schlossmacher called the meeting to order at 7:35 p.m.

Also present were City Administrator Laura Smith, Assistant City Administrator Brian Scott, City Clerk Martha Sumrall, Chief Ben Hadley, Assistant to the City Administrator Emily Randel, Public Works Superintendent Brent Morton, and Capt. Kevin Self.

Acceptance of the February 6, 2019 Finance & Administration Committee Minutes

The February 6, 2019 Finance & Administration Committee Minutes were provided to the committee in the packet. There being no objections or corrections, the minutes were accepted as presented.

Computer Replacements

Capt. Self stated an inventory of the City's computers was conducted in 2018 by Johnson County DTI, which found that over one-half of the computers were older than five years. The usual lifespan of a computer is five years. Bids were solicited for replacement and installation of all computers five years. Three bids were received and staff is recommending approval of purchase, installation and set-up for 44 replacement computers through Sumner One in the amount of \$78,725.40.

Councilmember Inman asked why this project was not included in the budget and Ms. Smith stated it was included last year, but not completed. Because of this, the funds were rolled-over into 2019 and now must be reallocated from fund balance. Capt. Self stated Sumner One is used for our copiers and has provided great service. Councilmember Schlossmacher asked if docking stations are included for laptops, and they are. Ms. Smith noted that Johnson County The cost provided by DTI was an estimated, which could have been more.

Councilmember Davis recommended that approval of the purchase of 44 replacement computers (including docking stations and monitors) from Sumner One for a total cost of \$78,725.40 be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Revisions to Chapter 600 - Alcoholic Beverages

Ms. Sumrall stated in 2017 the Kansas Legislature amended the cereal malt beverage (CMB) laws to allow retailers with a CMB License to also sell beer containing not more than 6% alcohol by volume. The proposed revisions to Chapter 600 of Mission's Code brings it in line with changes in State law, which take effect April 1st. Those businesses in Mission with current CMB licenses will be able to sell "enhanced cereal malt beverage" as of April 1st. Also, changes were made to the distance requirements in this chapter to follow State statutes, and several definitions were added.

Councilmember Flora requested information about microbreweries selling "growlers" and Ms. Sumrall provided information on their licensing requirements at the State prior to licensing with the City. Microbreweries receive a microbrewery license and drinking establishment license from the State, and the City then issues a drinking establishment license that coincides with their state license.

Councilmember Davis recommended that the ordinance amending Chapter 600 of the Code of the City of Mission regarding Alcoholic Beverages be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Rotary Street Solicitation Application

Ms. Sumrall stated Rotary annually requests permission to sell donated special editions of the Kansas City Star newspapers at various intersections in Mission for Greater Kansas City Day. This year the event is scheduled for Thursday, March 28th between the hours of 6:30 - 9:00 a.m. They have requested permission to solicit at the intersections of Shawnee Mission Parkway and Nall, Shawnee Mission Parkway and Lamar, and Johnson Drive and Lamar. There was no discussion on this item.

Councilmember Quinn recommended that the Street Solicitation Application for Shawnee Mission Rotary Greater Kansas City Day to be held on Thursday, March 28, 2019 at various intersections in Mission be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Resolution Designating City-sponsored Festival Events

Ms. Sumrall stated the City is required to pass a resolution each year designating the specific city-sponsored festival events where alcohol may be consumed. This year's resolution includes the Mission Market events on Thursday evenings, June through August and on the third Thursday in September, and the Sunflower Festival in August.

Councilmember Davis recommended that the resolution designating the 2019 City Sponsored Festival Events be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

CMB License Application, CVS

Ms. Sumrall stated CVS on Johnson Drive has submitted an application to sell cereal malt beverage in the original and unopened packages for off-site consumption. The application has been reviewed, and the required background check has been completed and approved by the Police Chief. State statutes require all original applications and renewals for the sale of CMB to be approved by Council. Renewal CMB licenses are presented annually to Council for approval at the Decembre City Council meeting.

Councilmember Quinn recommended that approval the application for CVS #5272 to sell Cereal Malt Beverage in original and unopened containers be forwarded to Council for approval. All on the committee agreed. This will be a consent agenda item.

Other - Department Updates

Councilmember Quinn reminded all of several upcoming St. Patrick's Day parades in the metro area - Shawnee St. Pat's Parade on March 10th and the Brookside St. Pat's Parade on March 16th.

Councilmember Kring announced that she and several other councilmembers will be attending the National League of Cities Congressional Cities Conference in Washington, DC next week. She asked if anyone wanted specific information from the conference to contact her.

Councilmember Schlossmacher stated he recently attended a poker tournament fundraiser for the Mission Project and took third place in the tournament.

Councilmember Thomas thanked the Police Department for their efforts during the recent shooting event near Highlands School.

Councilmember Davis reminded all that there will be a Council Work Session on March 27th. Ms. Smith stated items on the agenda will include Tobacco 21 and City Council liaisons to commissions. Council will also have their quarterly retreat on March 30th from 9:00 - 12:00 noon at the Community Center.

The committee discussed the start time for City Council Work Sessions and Ms. Smith stated there will be a new business item on the Council Agenda to vote on moving these to 6:30 p.m.

Meeting Close

There being no further business to come before the Committee, the meeting of the Finance and Administration Committee adjourned at 7:50 p.m.

Respectfully submitted,

Martha Sumrall
City Clerk